



CITY OF HOUSTON

Job Posting

SL/CMD

Applications accepted from:	ALL PERSONS INTERESTED
Job Classification	GRADUATE ENGINEER (2 Positions)
Posting Number	PN# 110575
Department	Department of Public Works & Engineering
Division	Planning and Development Services
Section	Office of the City Engineer
Reporting Location	611 Walker, 2 nd Floor Annex*
Workdays & Hours	M-F, 8 AM - 5 PM*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Coordinates and manages engineering activities, particularly plan review functions in all disciplines (i.e., Traffic, Water, Wastewater, Street & Bridge and Storm Water). Reviews plans before the engineer drawing stage. Reviews plans and specifications developed for City of Houston construction projects and/or private engineering projects within the City of Houston's extra-territorial jurisdiction, for adherence to appropriate City of Houston criteria and standard engineering practices. Requires ability to communicate effectively, both orally and in writing. Acts as a liaison to other departments, government agencies, and the private sector.

WORKING CONDITIONS

Will require standing, walking, and include the ability to negotiate field hazards.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires graduation from an approved curriculum in engineering that is approved by the State Board of Registration for Professional Engineers as of satisfactory standing.

OR

Requires graduation from an engineering or related science curriculum at a recognized institution of higher education, other than a curriculum approved by the Board and passage of the eight-hour fundamentals of engineering examination prescribed by the Board.

OR

Possession of a valid Engineering-in-Training Certificate issued by the Board under the current requirements of the Texas Engineering Practice Act.

MINIMUM EXPERIENCE REQUIREMENTS

No experience is required.

MINIMUM LICENSE REQUIREMENTS

A valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP 2-2).

PREFERENCES

Must possess the ability to work with Microsoft Office applications including Excel, Access, Word and Outlook.

SELECTION/SKILLS TESTS REQUIRED

None

However, the Department may administer a skill assessment evaluation.

SAFETY IMPACT POSITION

☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range – Pay Grade 22
\$1,277 - \$2,110 Biweekly \$33,202 - \$54,860 Annually

OPENING DATE

May 24, 2006

CLOSING DATE

Open Until Filled

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 837-7734. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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